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MMPD-69-57

18 July 1969

MEMORANDUM FOR: Director of Personnel

SUBJECT : Workload Data and Accomplishments for Fiscal Year 1969 -  
MMPD

1. Division Strength

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The Division ended the Fiscal Year with an authorized and actual strength of [REDACTED]

2. Workload Data

a. General

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(1) The Agency's total military personnel authorizations for "assigned" personnel were reduced from [REDACTED] for FY 1970 due to the phaseout of [REDACTED] operation and the return to parent service of the majority of the [REDACTED] officers loaned to the Agency in 1967 for the Cadre program in Vietnam [REDACTED]. A detailed breakdown by military service is shown at TAB A.

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25X9A2

25X1A2D1

25X9A2

(2) During the year, MMPD was given the responsibility for the administration of the Agency's requirements for "Non-Detailed" military personnel support. Previously, these requirements had been processed through the Central Cover Staff. At the end of the period we had [REDACTED] in this category for a total of [REDACTED] (see TAB A). In addition, we had an outstanding requirement for [REDACTED] additional Air Policemen. It is believed that the Air Force will approve this request.

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(3) The strengths of our Agency-sponsored military reserve units showed a slight decrease during the period from [REDACTED] due to the mandatory retirement of some of our senior reservists. The provision of complete administrative and training support for [REDACTED] reservists, however, [REDACTED] of whom are outside the United States, constitutes a tremendous workload. In addition, control lists with the four military departments involving [REDACTED] employee reservists were maintained in a current status. A comparison of reserve unit and control list strengths as of 30 June 1968 and 30 June 1969 is attached at TAB B.

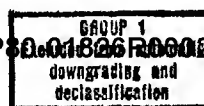
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b. Although the numbers of active duty military personnel required by the Agency decreased appreciably during the period, the workloads handled by the Branches were not appreciably decreased.

(1) Air Force Branch

During the period, Air Force-wide preparations were made to convert to a more mechanized personnel system. The amount of coded information to be stored on computer tape for each airman is being tripled so that manual records keeping can be reduced. Then, individual records will be corrected or updated more rapidly by direct access (through remote keyboard stations) to the servicing base level computer (Bolling AFB in our case). In addition to the normal workload, the Branch absorbed two data collection projects requiring approximately 50 man hours, and sent five NCOs TDY to Keesler AFB, Mississippi, for a total of 12 weeks' special training. An additional workload was imposed by the decision to conduct the annual records review for each individual at his home base. NCOs of the Branch carried the records [REDACTED]

NCOs feel more comfortable discussing with personnel NCOs than with officers.

(2) Army, Navy, Marine Corps Branch

[REDACTED] officers assigned to the special Vietnam program were administered by this Branch [REDACTED] Navy, and [REDACTED] Marine Corps). Although the majority of these returned to parent service during the period and were not replaced, the per capita workload remained abnormally high. Annual pay computations were completed for all of them as of 31 December 1968 and again when they were reassigned to us [REDACTED] and reinstated to the military pay systems. A total of 51 recommendations for military awards were processed by the Branch on the basis of Field recommendations. Also, an unusual amount of effort was expended (rightfully so) to accommodate their assignment preferences.

c. Reserve Branch

Thirty-one inactive duty training sessions were held, a two-week active duty training course on Military Psychological Operations was developed and presented twice, and active duty training tours were arranged for [REDACTED] reservists at locations in the United States and overseas (see TAB C).

d. Military Deferment

The Selective Service workload consisted of the cancellation of "Directed" classifications for [REDACTED] employees returning from overseas and

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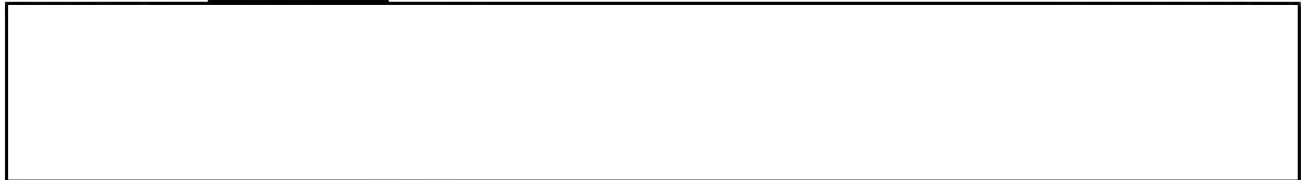
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Holabird, Maryland, and with the Commanding General, Office of Special Investigations, Department of Air Force, to obtain information on personnel leaving the service who had investigative backgrounds.

(3) At the request of FE Division, rosters of recently separated Army reservists who had Vietnamese language proficiency were obtained from the U. S. Army Administration Center, St. Louis, Missouri.

g. Field Trips



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h. Military Reserve Affairs

(1) Concluded arrangements with Headquarters First Army, Fort Meade, Maryland, for some of our reservists to attend an Instructor's Training Course at Indiantown Gap Military Reservation during a two-week period in June 1970.

(2) Arrangements were made with the District of Columbia USAR School to conduct the U. S. Army Command and General Staff College Course for 13 of our Army Reservists. Plans call for the classes to be held at the Headquarters Building starting in September 1969.

(3) A study was conducted to determine the impact which the anticipated mandatory retirement of many of our senior reservists will have on the overall posture of the Agency's Reserve units by 1973.

(4) Continuous liaison was maintained with all military services on Reserve matters and liaison visits were made during the period to the Reserve Centers of the four military departments.

i. Military Deferment

Following the Agency's revised policy on military deferments as outlined in [redacted] dated 17 July 1968, deferments were requested in 15 cases with the Director's concurrence. Confirmation of employment letters were furnished local boards in 121 cases. An analysis of these cases as well as those cases processed for employees overseas is attached at TAB D.

j. CIA Civilian Reserve Program

Numerous discussions were held with a SIPS Task Force to develop procedures for the integration of this program in the Agency's electronic data processing system. This task appears to be near completion.

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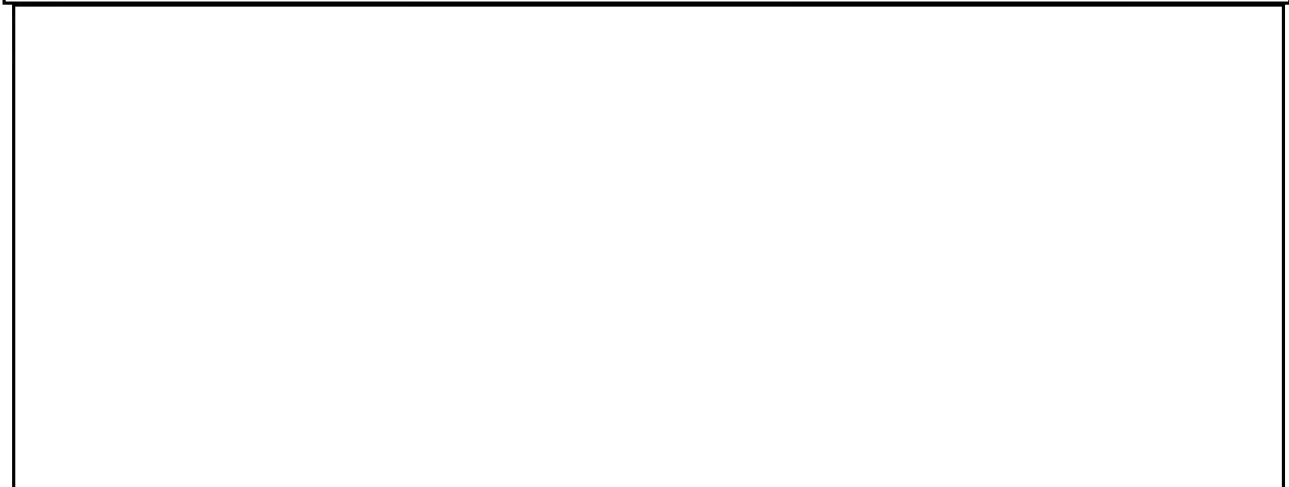
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4. Significant Events



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c. Employee Suggestion Award

Staff Sergeant Major [redacted] Army Branch, MMPD, was awarded \$125 on 15 August 1968 for the adoption of a suggestion he submitted which resulted in the savings of approximately 500 man hours and the elimination of several forms used in the administration and payment of military personnel [redacted] under the [redacted] Program.

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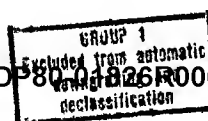
5. Plans and Objectives for Fiscal Year 1970

a. Continue to work closely with the using components and the military services to insure that requirements are met on a timely basis with highly qualified personnel.

b. Continue periodic visits to the Agency's U. S. installations using military personnel and pay a return visit to [redacted] to determine whether problems encountered during last year's visit have been resolved.

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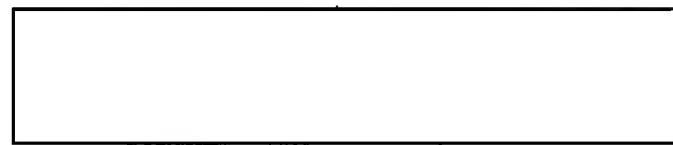
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c. Conduct two additional runnings of the Military Psychological Operations Course for Agency reservists.

d. Develop a new two-week course of instruction for Agency reservists on a subject yet to be determined.

6. Plans and Objectives for Fiscal Year 1970

No specific plans or objectives have been formulated for Fiscal Year 1970 beyond satisfying the military personnel requirements of the Agency and providing suitable training for Agency reservists.



COLONEL, USA  
Chief, Mobilization and  
Military Personnel Division

Attachments:  
TABS A through D

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SUMMARY OF OCCUPATIONAL DEFERMENTS

UNDER DCI'S REVISED POLICY

STAT

I. Requested by Agency (With DCI Approval)

<u>Number</u>	<u>Granted</u>	<u>Denied</u>
15	14	1

II. Requested by Individual and Employment Confirmed by Agency (Under Age 26)

<u>Number</u>	<u>Granted</u>	<u>Denied</u>
73	62 (85%)	11